

Short Tender Notice

Tender No. NG/33

Invitation of Request Proposal For Event Management at Jamshedpur & Dhanbad

The Indian Olympic Association (IOA) has allotted 34th National Games to the state of Jharkhand. The NGOC is empowered for all activities in connection with the preparation, organising and conduct of the 34th National Games. National Games shall be held from 21st November to 5th December, 2009.

The event will comprise of an Opening Ceremony for maximum duration of two (2) hrs and a closing ceremony for maximum duration of two (2) hrs at the Jamshedpur and Dhanbad.

NGOC has been mandated to identify an Organisation to conduct both the events as per such National Mega Events. Dates for both the places shall be intimated later on.

Scope of Works:-

1. Temporary Venue Constructions

- (a) Toilets(Back stage for crew /Artist)
- (b) Bridges for the tracks.
- (c) Tables, chairs for backstage & console area.
- (d) Podium construction (not affecting the tracks)

2. Lighting

- (a) Venue lighting as per the requirement of the Event Manger.
- (Available stadium light can be used as per the requirement)

3. Power distribution

- (a) Event Manager shall have own power backup.
- (b) Underground conduits to centre of all the stages in the stadium for power and signal cables.

4. Fire Works

- (a) Clearing & barricading of the site.
- (b) Massive colourful varieties of fire works.
- (c) Safety for fire works.

5. Performance & Entertainments Acts

- (a) Cultural programmes
- (b) Chalk Marking & pegging as required at rehearsal venue and main event site.

- (c) Meals & clean drinking water for all rehearsing performance/artists and as well in the event days.
- (d) Training of school/college children 2000nos. And provide appropriate costumes to them.

6. Other Works:

Opening Ceremony (Tentative schedule)

- (a) Army band presentation after the arrival of VIPs – 5 min.
- (b) Showing of flowers from Helicopters of Army/ Air force.
- (c) Felicitation of the VIPs -10 min.
- (d) Playing music of the National Games – 3to 4 min.
- (e) Inaugural meeting followed by formal opening of the National Games – 5 min.
- (f) Lighting of the Olympic flame, Hoisting of flag – 5 min.
- (g) March Past (State wise) with veteran sports person of Jharkhand followed by other Indian & International; sports person-20 min.
- (h) Arrival of Mascot -8 min.
- (i) Children coming from all corners of the play ground with saffron, green & white coloured balloons or appropriate costumes representing the tricolour & other colourful dances based on music- 25 min.
- (j) Cultural show shall include local ethnic dances (Folk Dances) – 20 min.
- (k) Other cultural programmes with celebrities – 45 min.
- (l) Laser show throughout the cultural programme as appropriately required.
- (m) Fire works as per required

Closing Ceremony (Tentative Programme)

- (a) Arrival of VIPs
- (b) Felicitation of VIPs.
- (c) Drill presentation by children with appropriate costumes.
- (d) Show of various folk dances of Jharkhand(Those which were not shown in the Opening Ceremony)
- (e) Laser show & Fire works.
- (f) Flag handing over formalities.
- (g) Final March Past.
- (h) Announcement of closer of the Games.
- (i) Flame goes out.

- (j) There may be changes in programmes or sequence of programmes, which shall be finalised later on and accordingly shall be communicated.

Responsibility & Obligations

The interest parties shall submit the proposal as per conceptualization, Planning, designing, production, direction & execution of the event on a turn-key basis. Any modification in the scope of works shall be included in the proposal. The proposal shall include the proofs of qualifications outlined below.

The concerned parties, who shall qualify in the technical criteria, shall be invited to present the entire activities or concepts plan in hard copy and also through CD to the tender committee. The date, time and place of presentation shall be communicated to the concerned parties accordingly. Such CDs shall be the property of NGOC. The selected party shall have to abide by the concept plan submitted by him. The tenderers shall have to present their activities and work plan before the tender committee.

The selected company shall act in a transparent manner for the Event and shall not in any way act in the manner that is detrimental to the interest and reputation of the NGOC.

The Selected Company shall undertake to abide sincerely by all rules, regulations and laws of land for their responsibilities to manage the events and shall agree to keep itself liable and responsible for any such violation directly or indirectly related to their responsibilities for the event.

Consequence of Default

In the event of any material default which results in shabby presentation or any failure on any account shall be treated as breach of faith and accordingly be liable for penal provisions as set by the NGOC or Director, NGOC.

Conditions on different rights

All publicity, advertising and promotional; rights with respect to or arising from the event hereunder shall vest solely and exclusively with NGOC or Director NGOC.

NGOC shall have the right, at its sole discretion, to deal with, dispose of or transfer all or any of the publicity rights to the sponsors who agree to fund the event.

All Indian & global intellectual property rights shall vest solely and exclusively with NGOC.

All broadcasting rights/merchandising rights shall be vested on NGOC.

Qualification

1. The tender shall have Annual financial turnover of minimum 4.00 crores in any year in the preceding 3 years.

2. The tender must have experiences of organising such mega events of Opening & Closing ceremonies of National or International stature of not less than Rs. 2.00 crores during the last 5 years in India or abroad. The tenderer must enclose copies of concern work order and copies of successful completion of such mega events. Regarding cost involvement in earlier mega events the tenderer shall furnish such documents.
3. Joint venture shall not be allowed to participate in the tender.
4. The company should be Indian based & be in existence for at least five years in India.

Tender process

- (i) The Bid shall be submitted in two envelope system. Technical Bid in one envelope and financial Bid in other envelope. Both envelopes shall be sealed and put in separate envelopes super scribed "Bid for Event Management" The individuals envelopes shall be marked Technical Bid & Financial Bid.
- (ii) The Technical Bid shall accompany a Bank Draft for Rs. 8.00 (Eight) lakhs favouring Director, NGOC payable at Ranchi. The Bank Draft of nay Nationalised/Scheduled Banks shall be acceptable.
- (iii) In addition to the technical criteria the presentation before the Tender Committee shall also be taken into account while evaluating the bidder technically.
- (iv) The financial Bid of such tenderers shall be opened who shall quality in the Technical Bid.
- (v) The EMD of unsuccessful tender shall be turned without any interest.
- (vi) The successful Tenderer shall have to deposit 10 percent of the Bid value as security deposit. The EMD of successful tender shall be adjusted against the security deposit.

Within 10 days of communication the successful; bidder have to deposit the security amount failing which his tender may be cancelled and in such case L2 may be invited. Work order shall be placed after receipt of security deposit.
- (vii) The successful bidder shall have to enter into an agreement with the Director, NGOC.
- (viii) In the event of bad performance in addition to forfeiture of security deposit other financial penalties may be invoked.

(ix) In case of any dispute the matter can be challenged in the appropriate Court of Jharkhand.

(x) The tender document can be purchased by paying a Bank Draft for Rs. 5000/- in favour of Director, NGOC, in any Scheduled/ Nationalised Bank, payable at Ranchi from the office of Director, NGOC, 3rd floor, MDI Building, Dhurwa, Ranchi . The document can also be downloaded from our website 'www.34thnationalgamesjharkhand.in' but in that case the said Bank Draft shall be given in the technical Bid necessarily.

Dateline

The proposal shall be received in the office of the Director, NGOC, NGOC Secretariat, Morabadi, Ranchi by 3 P.M. or before on 05-10-2009 on the same day at 4 p.m. the technical Bids shall be opened. The technically qualified tenderers shall be invited to present their activities and proposed work plan through LCD projector at 5 PM on the same day. A maximum period of 20 minutes shall be given to each tenderer for presentation. Regarding opening of financial Bids the successful tenderers shall be informed about the date later on.

Note:- The selected bidder shall have to enter into an appropriate contract with Director, NGOC.

Tender Evaluation Criteria

The tender shall be evaluated in three stage marking system.

Technical Qualification	-	20 marks
Presentation	-	50 marks
Financial	-	30 marks
Total	-	100 marks

The tenderer after being evaluated for technical qualification those who shall succeed shall be invited for presentation. Finally the bidder shall be evaluated on quality cum cost basis.

(P. C. Mishra)
Director,
NGOC